**SRXCAI005B exam preparation**

**CONDUCT A SPORT AND RECREATION SESSION FOR PARTICIPANTS**

1 Maintain participant's physical welfare

1. Assess participant status and condition as suitable for the session immediately prior to commencement
2. Monitor influencing factors which may influence the performance of the group or individual
3. Modify session, where necessary, based on an assessment of the conditions, participant status, facilities and equipment
4. Conduct activities within the session at a level and pace to suit the capabilities of individuals and/or the group

|  |
| --- |
| Previous exam |
| Notes (A. how did we achieve this element? B. key words and brief summary – refer to the range statements) |

2 Maintain a positive social environment

* 1. Meet participants punctually and make them feel welcome and at ease
  2. Inform participants of session aims and objectives and encourage them to set realistic goals
  3. Balance group and individual needs appropriately and continuously monitor
  4. Encourage group co-operation, participation and interaction
  5. Establish group norms and standards and take appropriate action to address issues of equity, gender, ethnicity and emotional well-being
  6. Balance, where relevant, levels of real and perceived risk in accordance with group and individual goals and abilities
  7. Use negotiation and conflict resolution strategies to deal with potential problems
  8. Use recognition and positive feedback to engender motivation and enjoyment
  9. Make decisions over participant behaviour fairly and deal with any disagreements or conflicts with promptly and firmly

|  |
| --- |
| Previous exam |
| Notes (A. how did we achieve this element? B. key words and brief summary – refer to the range statements) |

3 Establish effective communication

* + 1. Establish strategies where relevant to maintain communication strategies between all group members
    2. Communicate instructions in a manner suitable to the participants which is clear, accurate and contains all relevant information
    3. Encourage participants to seek clarification of information when necessary
    4. Communicate feedback to participant's at an appropriate time, on session technique and correct usage of equipment and aim to raise the participant's self-esteem and motivation

|  |
| --- |
| Previous exam |
| Notes (A. how did we achieve this element? B. key words and brief summary – refer to the range statements) |

4 Ensure participant safety

* + - 1. Ensure personal skills are at an adequate level to engender participant confidence and to determine and maintain participant safety
      2. Identify and note current standing practices for emergency procedures and situations outside the normal routine and deal with them in accordance with organisation's procedures
      3. Brief participants on safe and responsible behaviour and make them aware of rules, codes, organisation's Occupational Health and Safety requirements, restrictions and the need to minimise damage to equipment and the environment
      4. Organise participants into manageable groups with appropriate levels of supervision to situational variances and legislative requirements
      5. 'Warm up' participants through safe and appropriate exercises relevant to the proposed session
      6. Continuously monitor compliance with regulations and restrictions
      7. Continuously monitor location of clients, as appropriate to the recreation session
      8. Arrange equipment in a safe manner and appropriate to the session and continuously monitor equipment use for correct usage and compliance with safety procedures
      9. Distribute safety equipment effectively throughout the group
  1. Identify potential hazards, continuously assess risks during the session and confirm them as within acceptable limits in accordance with risk management policy and procedures

|  |
| --- |
| Previous exam |
| Notes (A. how did we achieve this element? B. key words and brief summary – refer to the range statements) |

5 Prepare clients to end the session

* + - * 1. Allocate sufficient time for 'cooling down' and discussions with participants
        2. Collect and check issued equipment for damage and wear
        3. Give participants the opportunity to provide feedback and identify further needs
        4. Return the environment/facility to a condition acceptable for future use
        5. Supervise participant's departure in a manner appropriate to the situation

|  |
| --- |
| Previous exam |
| Notes (A. how did we achieve this element? B. key words and brief summary – refer to the range statements) |

6 Evaluate the session

Determine the parameters for evaluation

Ensure the evaluation includes the views of participants and other staff taking part

Offer feedback and receive suggestions constructively

Identify areas where personal performance could be improved and agree on ways of obtaining this improvement agreed

|  |
| --- |
| Previous exam |
| Notes (A. how did we achieve this element? B. key words and brief summary – refer to the range statements) |

**RANGE STATEMENT** **CATEGORIES**

**Communication strategies**

* verbal
* whistles
* hand/arm signals
* radios
* phones

**Emotional well-being**

* feelings
* state of mind
* perception of risk
* self-esteem

**Evaluation**

* original aims and objectives
* participant satisfaction
* suitability and safety of facilities and equipment
* content, structure and processes of the session
* personal and group objectives
* personal performance

**Hazards**

* environmental
* people/human (behaviour)
* product/equipment and their use

**Influencing factors**

* weather
* time of day
* level of fatigue
* health
* injuries
* environmental variables
  + heat
  + cold
  + condition of site/location
* participant abilities

**Interaction**

* group activities
* games
* discussions
* tasks or drills

**Level of supervision**

* minimal on-site supervision
* restrictions on the type of site, location or facility used
* restrictions on type of session conducted
* restrictions on the number of participants
* working within clearly defined organisational procedures and policies
* restrictions on the conditions in which the session can be conducted, eg, environmental conditions, type of group

**Participant**

* experienced or inexperienced
* adults or children
* school or youth groups
* variety of ethnic groups
* participants with special needs
* tourists
* club members
* general public

**Recreation session**

* a task, game, activity or exercise in which the extent of instruction is minimal and covers only that which is required to allow the participant to participate safely and effectively
* may be a component of a sequenced program of individual activities
* does not include drills, tasks and activity with the aim of skill development or enhancement in order to perform competitively or independently
* of up to a day's duration, ie, no overnight component

**Regulations and restrictions**

* imposed, recommended or enacted by
  + land/facility managers
  + organisation conducting session
  + regulatory or peak body
  + Occupational Health and Safety legislation